

Board of Selectmen
SPECIAL MEETING
Town Hall
March 25, 2008 - 5:00 PM

MINUTES

- 1.0** The Special Meeting of the Board of Selectmen was called to order by First Selectmen Joyce Okonuk at 5:00 PM. Selectman John Bendoraitis and Selectman Russ Blakeslee were present. Also in attendance was Mary Ellen Wieczorek, Administrative Assistant. Audience: 5.
- 2.0** Bids for Computer/Server Maintenance for Town Hall were opened. First Selectman Okonuk read the bids as follows::
1. Walker Systems, Farmington, CT Option 1: \$1,278/mo Option 2: \$1,214/mo
 2. Computer Tamers, Willimantic, CT \$13,524/yr.
- The Selectmen agreed to take no action until the bids are reviewed for compliance to bid specifications. The Selectmen will bring to a future meeting.
- 3.0** Eight (8) bids for Rec Field Mowing and Maintenance at the Aspinall Fields were received. Bidders were required to submit their bids on the specifications below and to provide a certificate of insurance and references.

- **Option 1** July 2008 through September 1, 2008 and July 1, 2009 through September 1, 2009
Mowing and trimming shall continue weekly, including all areas such as fences, (including fence around tennis courts), concession building, dugouts, shrubs, bleachers, trees, telephone poles, pavilion, etc. Grass should be maintained to 3 to 3 1/2 inches in length.
- September 1, 2008 thru October 31, 2008 and September 1, 2009 thru October 31, 2009 Same procedure as above except the grass length shall be 2 1/2 to 3 inches for soccer.
- April 1, 2009 through June 30, 2009 and April 1, 2010 until June 30, 2010 Same procedure as above except the grass length shall be 2 to 2 1/2 inches for baseball

Option 2

Provide fee for additional mowing of the infields ONLY of all three baseball fields on an as needed basis. Please provide price per mowing for this additional option.

Option 3

Provide fee for a one-time core aerating and rolling of the baseball fields and surrounding lawn areas.

Bids were opened and read by the First Selectman Okonuk as follows:

<u>Bidder</u>	<u>Bid A</u>	<u>Bid B</u>	<u>Bid C</u>
TNT Landscaping, Lebanon, CT	\$11,000	\$75/field	\$600.00
Lawn Scapes, Lebanon, CT	\$9,000	\$75/field	\$1,000.00 each
Chances Lawn Care, Bozrah, CT	\$29,000	\$65	\$4,000.00 ea. Yr.
A&R Landscaping, Lebanon, CT	\$10,000	\$70	\$400.00
Onyx Enterprises, Uncasville, CT	\$26,880	\$200/field	\$1,200.00 each
AHM, LLC, Lebanon, CT	\$8,500	\$80	\$1,000.00 ea. Yr.
Luke Boticello, Lebanon, CT	\$36,750	\$65	\$6,000.00
Kelly & Son, Willimantic, CT	\$11,700	\$225	\$800.00
B. Gluck, Plainfield, CT	\$8,064	\$80	\$400.00

The Board of Selectmen will refer the bids to the Recreation Commission for review, reference checks and recommendation to the Board of Selectmen. No action.

4.0 Bids for the harvesting and cutting of corn and hay on town owned land, specifications noted below, were opened.

Bid A: 13 acres of corn adjacent to Lebanon Solid Waste Facility.

Bid B: 22 acres of hay adjacent to the Lebanon Solid Waste Facility.

Bid C: Hay at Lebanon Fire Safety Complex.

First Selectman Okonuk opened and read the bids as follows:

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|------------------------------------|-----------------|-----------------|-----------------|
| 1. James McCaw, Lebanon, CT | Bid A: No bid | Bid B: \$505/yr | Bid C: \$125/yr |
| 2. Shawn McGillicuddy, Lebanon, CT | Bid A: \$651/yr | Bid B: \$601/yr | Bid C: \$51/yr |
| 3. Jeff Cone, Lebanon, CT | Bid A: No bid | Bid B: \$660/yr | Bid C: No bid |

Moved by Okonuk seconded by Bendoraitis to award Bid A to Shawn McGillicuddy at \$651.00 per year for a two (2) year contract. Vote: yes. Unanimous. Moved by Okonuk, seconded by Bendoraitis to award Bid B to Jeff Cone at \$660.00 per year for a two (2) year contract. Vote: yes. Unanimous. Moved by Blakeslee, seconded by Bendoraitis to award Bid C to Jim McCaw at \$125 per year for a two (2) year contract. Vote: yes. Unanimous.

5.0 A draft Code of Ethics was previously presented to the Board of Selectmen by the Ethics Code Drafting Committee. This same draft was presented to town Boards, Commissions and Committees for review. The Committee took all comments and recommendations and prepared a final draft which the Board discussed this evening. The First Selectman asked Bendoraitis to review the changes that were made from the original document. Okonuk expressed concern for the requirement of yearly disclosure statement noting it will be time consuming and extremely difficult to track each member. Blakeslee noted he was opposed to the statement of purpose and conflict of interest. Moved by Okonuk, seconded by Bendoraitis, as requested by the Ethics Code Drafting Committee that the Board of Selectmen bring the Code of Ethics to the Annual Town Meeting for action. Vote: 2 Yes (Okonuk and Bendoraitis; 1 No (Blakeslee). Motion carried.

Moved by Okonuk, seconded by Blakeslee to take up Item 10.0 on the agenda. Vote: yes. Unanimous.

10.0 The Selectmen were joined by Board of Finance members Chairman, Liz Charron, Gregg LaFontaine, Lori Wesolowski, Glen Coutu and Betsy Petrie. As a result of the resignation of Tim Wentworth, the Selectmen reviewed the letters received from interested people to fill this alternate seat. Okonuk read a letter from the Republican Town Committee recommending Phil Johnson. In addition to the RTC recommendation, there were three letters from resident for consideration. Okonuk read letters from David Geligoff, Tim Thompson and Shawn McCarthy. Both Boards discussed the past process citing that the Town Committee would recommend to the Board of Selectmen. Liz Charron stated that although the Selectmen have received such a recommendation from the RTC, it appears that the Board may be deviating from this practice giving consideration to all. Betsy Petrie commented that the RTC has provided such and question why the Selectmen would deviate from that practice and process this time. Bendoraitis commented that he is not sure the Selectmen are deviating because it was requested from the Town Party to provide their recommendation. Okonuk said all four candidates appear very strong and consideration to all should be given. Greg LaFontaine also stated that he is concerned about deviating from past practices and does not want to cause disruption. Okonuk agreed that this presents a sense of order to keep with past practices. Glen Coutu stated that the recommendation from the RTC should be respected. Moved by Blakeslee to appoint Phil Johnson to fill the alternate vacancy on the Board of Finance. Motion failed due to lack of second. Moved by Bendoraitis to appoint Shawn McCarthy to fill the alternate vacancy on the Board of Finance. Motion failed due to lack of second. Moved by Blakeslee, seconded by Okonuk to appoint Phil Johnson as an alternate member to the Board of Finance to fill the vacancy of Timothy Wentworth. Vote: 2 Yes (Blakeslee and Okonuk); 1 No (Bendoraitis) Motion carried.

Moved by Okonuk, seconded by Blakeslee to return to the order of the agenda. Vote: yes. Unanimous.

- 6.0** Moved by Okonuk, seconded by Blakeslee to approve a 2008 Summer Dance Fest invoice from Atlas Fireworks in the amount of \$1,000.00. Vote: yes. Unanimous.
- 7.0** The Board discussed ground work for preparing and developing a long-term strategic plan for the Town. Okonuk said that at a Board of Finance meeting, this idea was discussed and the plan is something the Finance Board would like to see implemented. This will involve the development of long term physical and financial plans, which will be driven by departments/agency needs. This will further provide a long term capitol plan. The First Selectman will ask the Town Planner, Phil Chester, to contact surrounding towns and inquire if they have long term planning and how they manage. This item will be brought to a future meeting. No action.
- 8.0** The First Selectman will ask the Finance Office if there are any other benefits that might be associated with the taxable wage base (i.e. longevity payments). The Board took no action on MERS deductions and will bring to a future meeting.
- 9.0** Okonuk stated she would like to discuss a part-time position for the maintenance of all public buildings. To assist in smoother daily operations, it would be in the best interest to be proactive rather than reactive. The position would not exceed 15 hours per week, and would be an "as needed" position. The person would need to be available for problems that require immediate attention and routine maintenance (i.e. small plumbing, lighting, electrical, carpentry), and also be responsible for routinely inspecting buildings making any needed repairs. Payment to current vendors for electrical or plumbing repairs is very costly and this could help reduce that expenditure. Motion by Bendoraitis, seconded by Blakeslee to withdraw the budget request, Acct. 430, for the extra funding of a Public Works Director and to increase Acct. 431, Buildings and Grounds an additional \$10,000 for the purpose of hiring a Town Handy Man. Vote: yes. Unanimous.
- 10.0** The appointment to the Board of Finance, Alternate position, was acted upon above.
- 11.0** Motion by Okonuk, seconded by Bendoraitis to adjourn the meeting at 6:58 P.M. Vote: yes. Motion carried.

Respectfully Submitted,

Joyce R. Okonuk
First Selectman